

Dr Chaturanand B Kedar
Assistant Professor, Dept of English
Date: 14th March 2023

To
The Principal
Smt Radhabai Sarda Arts, Commerce &
Science College, Anjangaon Surji

Subject: Request to start *A Certificate Course in English Communication Skills*.

Through: Head, Department of English

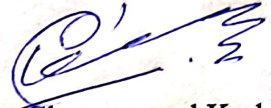
Hon'ble Sir,

This is to request you to kindly grant me permission to start *A Certificate Course in English Communication Skills* in the Department. I am sure that this course will help the UG students to gain motivation to speak confidently amongst themselves. The course is proposed to begin from 1st April 2023 and continue for 30 days. There shall be no hindrance in the regular classes and exams.

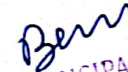
Thanking you in anticipation,

With Regards,

Yours faithfully,


Dr Chaturanand Kedar




PRINCIPAL
SMT. RADHABAI SARDA COLLEGE
OF ARTS, COMMERCE & SCIENCE
ANJANGAON SURJI

A Certificate Course in English Communication Skills

2022-2023

Introduction:

The purpose of learning any language is to communicate effectively and no communication is possible if one doesn't get a chance to communicate. It is natural that the demand for communication is high in this ever-changing world. Language plays a crucial role in communication and English language is a highly used medium of communication across the globe. Individually every man should strive hard to acquire good communication skills which are the most important prerequisites to excel in career.

Proficiency in a language can be achieved only through constant practice and continuous exposure to the target language, the available resources should be completely tapped so as to provide an encouraging atmosphere for learning and practicing the language.

Need of the course:

Students from rural area don't get exposure to learn English apart from their Academic Curriculum. They undertake Academic Curriculum with the goal of passing and scoring good grades. Being able to communicate in English is still far from their grasp. By means of this course, it is a sincere effort to assist the students in overcoming their lack of expression. Such kind of training is essential for the students who aspire to get jobs in the present scenario.

Aims and Objectives:

1. To remove phobia of English from the mind of the students
2. To strengthen their power of Expression in English
3. To increase students' vocabulary
4. To upgrade their writing skills
5. To inculcate habit of positive thinking and increase their confidence level
6. To polish their manners and etiquettes

Duration of course:

30 days (1 hour everyday)

Requirement:

A digital classroom equipped with projector, screen, mike and speakers.

Method of teaching:

1. Lectures
2. Group discussion
3. Role playing
4. Audio & video sessions

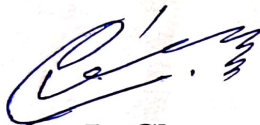
Assessment Process:

Module 1: Writing Examination: 50 Marks

Module 2: Practical: Viva Voce – 20 Marks

Presentation – 10 Marks

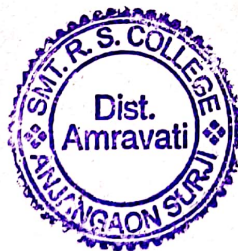
Group Discussion – 20 Marks



Teacher-In Charge



Head of the Department



Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Syllabus

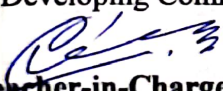
Unit & Sessions	Topic	Distribution of Marks
I) Pronunciation (5 Sessions)	1. Words and utterances 2. Consonants and vowels 3. Word groups, stressed, unstressed 4. Pronunciation 5. Intonation	10 Marks
II) Basic Grammar (10 Sessions)	1. Parts of speech 2. Tenses 3. Types of sentences 4. Prepositions 5. Modal auxiliaries	10 Marks
III) Developing Vocabulary (2 Sessions)	1. One word for group of words 2. Idioms and Phrases	5 Marks
IV) Talking about oneself/others (4 Sessions)	1. Asking Questions 2. Short responses 3. Describing things/people 4. Expressing ability/inability 5. Giving preferences	10 Marks
V) General Conversation (5 Sessions)	1. Introducing Someone/yourself 2. Invitation 3. Thanking 4. Apologizing 5. Telephonic Conversation	5 Marks
VI) Situational Conversation (4 Sessions)	1. At the Railway Station 2. At the Bank 3. Helping friends 4. At the post office 5. At the public place	10 Marks
Practical	1. Viva Voce 2. Presentation 3. Group Discussion	20 Marks 10 Marks 20 Marks

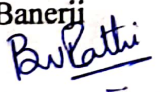
Total: 30 Sessions

Total: 100 Marks (Theory:50 and Practical: 50)

Books Recommended:

1. Communication Skills For Professionals and Students : Dr. Amitabh Kishor Dwivedi
2. Effective Communication and Soft Skills by Bhatnagar, Pearson India
3. Communication Skills by Bretag, McGraw Hill
4. Developing Communication Skills by Krishna Mohan and Meera Banerji


Teacher-in-Charge


Head, Department of English



Sarda Education Society (Trust)'s
(A Linguistic Minority Educational Institute)

SMT RADHABAI SARDA ARTS, COMMERCE & SCIENCE COLLEGE

ANJANGAON SURJI- 444705, DIST- AMRAVATI (Maharashtra)

(Affiliated to Sant Gadge Baba Amravati University, Amravati)

NAAC Accredited 'A' with CGPA 3.21

Dr Bashisth Choubey

PRINCIPAL

Website: www.rscollege.ac.in

E-mail: smtrscollege@gmail.com



Phone : 07224 - 295678

Cell No : 9423853815

Cell No : 7620541674

Date: 15th March 2023

Department of English Certificate Course in English Communication Skills

30 Days

(Academic Year 2022 - 2023)

Notice

All the UG & PG students offering English and English Literature are hereby informed that **A Certificate Course in English Communication Skills** is being commenced in the college by the Department of English. All those interested students may forward their names to Dr Chaturanand Kedar, Assistant Professor of the Department till 27th March 2023.

Dr Beena Rath

Dr Beena Rath

Head, Department of English



Principal

Principal

PRINCIPAL

Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji



Smt Radhabai Sarda Arts, Commerce & Science College, Anjangaon Surji
Department of English
Certificate Course in English Communication Skills
(Academic Year 2022 - 2023)

Time-Table

Sr. No.	Date	Time
1	01.04.2023	4.00 pm
2	02.04.2023	4.00 pm
3	03.04.2023	4.00 pm
4	04.04.2023	4.00 pm
5	05.04.2023	4.00 pm
6	06.04.2023	4.00 pm
7	07.04.2023	4.00 pm
8	08.04.2023	4.00 pm
9	09.04.2023	4.00 pm
10	10.04.2023	4.00 pm
11	11.04.2023	4.00 pm
12	13.04.2023	4.00 pm
13	14.04.2023	4.00 pm
14	15.04.2023	4.00 pm
15	16.04.2023	4.00 pm
16	17.04.2023	4.00 pm
17	18.04.2023	4.00 pm
18	19.04.2023	4.00 pm
19	20.04.2023	4.00 pm
20	21.04.2023	4.00 pm
21	22.04.2023	4.00 pm
22	23.04.2023	4.00 pm
23	25.04.2023	4.00 pm
24	26.04.2023	4.00 pm
25	03.05.2023	4.00 pm
26	06.05.2023	4.00 pm
27	08.05.2023	4.00 pm
28	10.05.2023	4.00 pm
29	11.05.2023	4.00 pm
30	12.05.2023	4.00 pm

Dr Beena Rathi
Dr Beena Rathi
Head, Department of English



Principal
Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji



Shri Sarda Education Society's
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Smt Radhabai Sarda Arts, Commerce & Science College

Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English

Certificate Course in English Communication Skills

(Academic Session: 2022-2023)

List of the Enrolled Students

Sr. No.	Name of the student	Class
1	Ku. Vaishnavi Ravindra Makode.	B.A. I
2	Ku. Radhika Vinayak Mate	B.A. I
3	Ku. Vaishnavi Sunil Nishane	B.A. I
4	Ku. Prachi Satish Raut	B.A. I
5	Ku. Sonika Jitendra Khoskar	B.A. I
6	Ku. Mukta Dipak Khosode	B.A. I
7	Ku. Divya Nandkishore Makode	B.A. I
8	Ku. Rupali Dilip Rao Aswaze	B.A. I
9	Ajay madan Rao Ingle	BA I
10	Ku. Pranali Madan Rao Ingle	B.A. I
11	Ku. Asmita Rajendra Kawabe	B.A. I
12	Ku. Vaishnavi Prabhakar Bhawale	B.A. I
13	Ku. Sonika Prabhudas Potdar	B.A. I
14	Ku. Vaishnavi Ravindra Rekhate	B.A. I
15	Ku. Vaibhavi Mahendra Iche	B.A. I
16	Ku. Vaishnavi Namdev Rekhate	B.A. I
17	Ku. Rani premlal panse	B.A. I
18	Ku. Akanksha Mohan Hire.	B.A. I
19	Ku. Pranjali Anil Ghadekar	B.A. I

20	Bhavana G. Rokade	B.A-I
21	Ku. Pranavati Rajendra Utre.	B.A. I
22	Renuka Sanjay Meshram	B.A.I
23	Ku. Vaishnavi Wasudev Malai	B.A.I
24	Ku. Khushi Peafulla Kule	B.A.I
25	Ku. Renuka Santosh Chaudhari	B.A.I
26	Bhumika Rajaram Mogarje	B.A.I
27	Viki Rajesh Raybole	B.A.I
28	Sakshi Raju Kedar	B.A.I
29	Prajakta Gajanan Mokalkar	B.A.I
30	Teladswini Nareshta Mandave	B.A.I
31	Vedanti Jitendra Potdukhe	B.A-I
32	Ku. Shrutika Gangadhar Bhuskat	B.A-I
33	Ku. Muskan Mahesh Sharma	B.A-I
34	Amuj Sanjay Nawale	B.A-I
35	Pramav Vishnu Satote	B.A-I
36	Kartik Murlidhar Chaudhari	B.A-I
37	Anisha Dipak Waburawagh	B.A-I
38	Kalyani Gajanan Ghan	B.A-I
39	Gayatri Renu Yeole	B.A-I
40	Mukti Vasudev Jikhar	B.A-I
41	Pallavi Sanjay Rao Kelhate	B.A-I
42	Pratiksha Ashok Tambi	B.A.I


Teacher-in Charge


Head, Dept. of English


Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
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Anjangaon Surji



Shri Sarda Education Society's
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Smt Radhabai Sarda Arts, Commerce & Science College

Anjangaon Surji, Dist Amravati – 444705

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Department of English

Certificate Course in English Communication Skills

(Academic Session: 2022-2023)

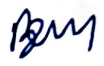
Mark Sheet

Sr. No.	Name of the Student	Class	Theory Exam (Out of 50)	Practical (Out of 50)	Total (Out of 100)
1	Vaishnavi R Makode	BA-I	40	42	82
2	Radhika V Mate	—n—	40	41	81
3	Vaishnavi S Mishane	—n—	42	43	85
4	Prachi S Raut	—n—	38	40	78
5	Sanika J. Khirkar	—n—	36	39	75
6	Mukta D Kharode	—n—	40	43	83
7	Divya N Makode	—n—	38	43	81
8	Rupali D Aswar	—n—	42	45	87
9	Ajay M Ingle	—n—	36	39	75
10	Pranali M Ingle	—n—	36	40	76
11	Asmita R Kaware	—n—	36	39	75
12	Vaishnavi P Dhawale	—n—	38	42	80
13	Sanika P Potadukhe	—n—	38	41	79
14	Vaishnavi R Rekhate	—n—	42	45	87
15	Vaibhavi M Iche	—n—	40	45	85
16	Vaishnavi N Rekhate	—n—	44	41	85
17	Rani P Panse	—n—	46	44	90
18	Akanksha M Hire	—n—	44	43	87
19	Pranjali A Ghodekar	—n—	42	39	81

20	Bhavana G. Rukade	BA-I	40	43	83
21	Pronavati R Uke	—	42	44	86
22	Renuka S Meshram	—	38	40	78
23	Vaishnavi W. Malai	—	36	42	78
24	Khushi P Kule	—	40	44	84
25	Renuka S Chandhari	—	42	45	87
26	Bhumika R Mogare	—	36	39	75
27	Viki R Raybole	—	34	38	72
28	Sakshi R Kedar	—	38	41	79
29	Prajakta G Mokabhar	—	38	42	80
30	Tejaswini N Mandave	—	42	45	87
31	Vedanti J Potdukhe	—	40	39	79
32	Shrutika G Bhuskat	—	44	47	91
33	Muskan M Sharma	—	46	47	93
34	Anuj S Nowale	—	46	46	92
35	Pratish V Satarde	—	44	47	91
36	Kartik M Chaudhari	—	42	45	87
37	Anishg D Mahurwagh	—	48	48	96
38	Kalyani G Ghan	—	44	47	91
39	Gayatri R Yeole	—	42	46	88
40	Mukta V Ikhav	—	44	45	89
41	Pallavi S Rekhate	—	38	43	81
42	Pratiksha A Tarad	—	46	48	94


Teacher-in Charge


Head, Dept. of English


Principal
PRINCIPAL
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Anjangaon Surji



Shri Sarda Education Society's
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Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Application Form No.: **000001**

1. Applicant's Name : Ku. Vaishnavi Ravindra Makode

2. Father's Name: Ravindra Shamrao Makode

3. Permanent Address: Panchamukhi chaur,

Khodgaon road, Anjangaon Surji,

District: Amravati State: Maharashtra Pin Code: 444705

4. Email ID: vaishnavimakode73@gmail.com

5. Phone No./Mobile No.:

9 6 0 4 7 0 0 8 4 8

6. Gender:

Male

☐

Female

☒

Date of Birth: 29/03/2000

7. Aadhaar Card No.

3 4 4 3 9 7 7 3 1 9 9 9

8. Class: B.A I

9. Date of Admission in College: 06/07/2022

10. ID Number: 3828

11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☒ English ☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge


Applicant's Signature

Shri Sarda Education Society's
(A Linguistic Minority Education Institute)

Smt Radhabai Sarda Arts, Commerce & Science College

Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English

Certificate Course in English Communication Skills

(Academic Session: 2022-2023)

Application Form No.: 000002

1. Applicant's Name : Ku. Radhika Vinayak Mate

2. Father's Name: Vinayak Dadaseo Mate

3. Permanent Address: At Khaparwada,

Murtizapur, Akola



District: Akola State: Maharashtra Pin Code: 444107

4. Email ID: bandumate526@gmail.com

5. Phone No./Mobile No.:

9	5	7	9	6	2	2	4	5	8
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6. Gender: Male ☐ Female ☒ Date of Birth: 13/05/2005

7. Aadhaar Card No.

7	3	5	5	4	5	2	0	7	5	4	4
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8. Class: B.A I

9. Date of Admission in College: 02/07/2022

10. ID Number: 3670

11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☒ English ☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.

Teacher-in charge

Applicant's Signature

Shri Sarda Education Society's
(A Linguistic Minority Education Institute)

Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Application Form No.: 000003

1. Applicant's Name : Ku. Vaishnavi S. Nishane

2. Father's Name: Sunil Ramkrushna Nishane

3. Permanent Address: At. Ghodasgao post.

Chingholi (shingane) Tq. Anjangaon

District: Amravati State: Maharashtra Pin Code: 444705

4. Email ID: Vaishnavinishane@gmail.com

5. Phone No./Mobile No.:

9 3 0 7 3 0 8 6 5 1

6. Gender:

Male

☐

Female

☒

Date of Birth: 30/01/2004

7. Aadhaar Card No.

9 3 0 9 4 5 8 3 5 7 0 5

8. Class: B.A.T

9. Date of Admission in College: 2/07/2022

10. ID Number: 3,651

11. Category: OPEN

☐

OBC

☒

SC

☐

ST

☐

NT

☐

VJ

☐

SBC

☐

12. Languages Known: Marathi

☒

Hindi

☒

English

☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.

Teacher-in charge

Applicant's Signature



Shri Sarda Education Society's
(A Linguistic Minority Education Institute)

Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

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Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Application Form No.: 000004

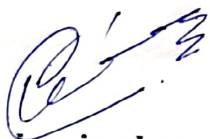
1. Applicant's Name : Ku. prachi S. Raut
2. Father's Name: Satish Sahebrao Raut
3. Permanent Address: At. Ghodasagar post.
Chincholi (shingane) Tq. Anjangaon
District: Amravati State: Maharashtra Pin Code: 444705
4. Email ID: prachiraut24@gmail.com
5. Phone No./Mobile No.:

9	3	5	6	9	8	4	2	2	5
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6. Gender: Male ☐ Female ☒ Date of Birth: 13 / 10 / 2004
7. Aadhaar Card No.

8	6	4	2	5	1	9	6	2	1	3	6
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8. Class: B.A I
9. Date of Admission in College: 02/07/2022
10. ID Number: 3,650
11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐
12. Languages Known: Marathi ☒ Hindi ☒ English ☒



N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge


Applicant's Signature

Shri Sarda Education Society's
(A Linguistic Minority Education Institute)

Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Application Form No.: 000005

1. Applicant's Name : Ku. Sanika .J. Khirkar

2. Father's Name: Jitendra Ganeshrao Khirkar

3. Permanent Address: At. Post Hantoda

Ta. Anjangaon (Surji)

District: Amravati State: Maharashtra Pin Code: 444705

4. Email ID: xinakhirkar@gmail.com

5. Phone No./Mobile No.:

8 6 2 5 8 0 3 4 9 9

6. Gender:

Male

☐

Female

☒

Date of Birth: 25/11/2004

7. Aadhaar Card No.

6 3 5 2 8 2 3 5 7 5 1 6

8. Class: B.A - 1st Year

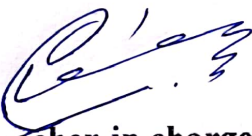
9. Date of Admission in College: 04-07-2022

10. ID Number: 3, 732

11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☒ English ☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge


Applicant's Signature

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(A Linguistic Minority Education Institute)

Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Application Form No.: **000042**

1. Applicant's Name : Pratiksha Ashok Tabal

2. Father's Name: Ashok Shambao Tabal

3. Permanent Address: Adgaon Khade

Tehsil Anjangaon Surji Dist Amravati
Amravati

District: Amravati State: Anjangaon Pin Code: 444705

4. Email ID: Pratikshatabal194@gmail.com

5. Phone No./Mobile No.:

9 6 9 9 9 3 3 1 6 1

6. Gender: Male ☐ Female ☒ e of Birth 7 5 / 2004

7. Aadhaar Card No.

7 5 9 9 7 7 2 7 7 5 8 2

8. Class: B.A.I

9. Date of Admission in College: _____

10. ID Number: _____

11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☐ English ☐

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge

P. A. Tabal
Applicant's Signature



Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Attendance Sheet

Sr. No	Name of the student	1 st April 2023	2/04/23	3/4/23	4/04/23	5/4/23	6/4/23	7/4/23	8/4/23	9/4/23	10/4/23	11/4/23	13/4/23	14/4/23	15/4/23	16/4/23	17/4/23	18/4/23	19/4/23	20/4/23	21/4/23	22/4/23	23/4/23	25/4/23	26/4/23	03/05/23	06/05/23	08/05/23	10/05/23	11/05/23	12/05/23	
1	Ku. V.R. Makode.	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	
2	Ku. R.V. Mate	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	
3	Ku. V.S. Nishane	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	
4	Ku. P.S. Raut	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>
5	Ku. S.J. Khirkar	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>	<u>Present</u>

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B. R. Lathi
Head, Dept. of English

Ben
Principal
PRINCIPAL
Smt. Radhabai Sardar Arts,
Commerce & Science College
Anjangaon Surti

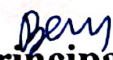
Shri Sarda Education Society's
(A Linguistic Minority Education Institute)
Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705
NAAC Accredited 'A' with CGPA 3.21
Department of English
Certificate Course in English Communication Skills
(Academic Session: 2022-2023)

Summary Report

The Certificate Course entitled “A Certificate Course in English Communication Skills” was conducted by the Department of English in the academic Session 2022-23 from 1st April 2023 to 6th May 2023. The duration of the course was 30 days (1 hour everyday) in which forty two students were admitted. English, being the global language, the course dealt with dynamic aspects of communication skills of the students. An optimal utilization of available resources had been made so as to provide a platform to the students for maximum practice and exposure to English language. The course will prove beneficial for the students.


Head of the Department


Teacher-in-Charge


Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji

